

**Norwell Board of Selectmen  
Meeting Minutes  
May 13, 2015**

TOWN OF NORWELL  
TOWN CLERK  
2015 JUN 25 AM 9:12

RECEIVED

Ellen Allen opened the meeting and introduced Gregg McBride, Tammie Garner, David DeCoste and Interim Town Administrator Peter Hechenbleikner. *MOTION: Gregg McBride moved the Board approve the agenda as written. Seconded by David DeCoste and unanimously voted.* Ms. Allen stated that this will be the last BOS meeting with Ms. Garner and Mr. DeCoste, as the election for two new BOS members takes place this Saturday, May 16<sup>th</sup>. She thanked both members on behalf of the board for their service to the town.

**REPORTS**

a) Citizen Comments – none

b) Selectmen's Reports and Announcements

Ms. Allen reported that the Annual Town Meeting was long (two evenings) but successful.

Town Administrator's report – Columbia Gas has filed for a rate increase (see attached hearing notice). Residents may respond with feedback on this request.

Notification of Release – 80 Washington Square re: oil spill. No further action is required and the release has No Conditions.

A memo was sent to Matt Keegan, School Supt. from Mr. Hechenbleikner (attached), summarizing the technology upgrade needs for Town Hall and management requirements for the project and ongoing maintenance.

Mr. Hechenbleikner requested a 90 day extension of the June 1<sup>st</sup> deadline to conduct a Dam Safety Phase I Inspection of the Jacob's Pond dam, due to loss of time when the Town transitioned from Jim Boudreau as Town Administrator to Mr. Hechenbleikner as Interim Town Administrator (see attached). The Conservation Commission will underwrite this Phase I inspection.

Correspondence to FEMA from Representatives Kennedy and Keating list concerns about the lack of ability for residents of Region I to comment on the Federal Flood Risk Management Standard being established, with regard to homes supported by HUD or USDA funding. FEMA coverage may be narrower than expected.

**Discussion/Action Items**

7:35pm a) License Request – Carewell Health Group, LLC-Common Victualler License  
Robert Morganelli stated the reasons for the application - to trim expenses on catering costs by using the kitchen in the facility to prepare simple meals for the program attendees. The Board of Health, Building Inspector, Police Department and Fire Department have all approved this request. *Motion: made by David DeCoste, seconded by Gregg McBride, to approve Carewell Health Group's request for a Common Victualler's license. This license will expire on 12/31/15. Unanimously voted.*

b) Virtual Town Hall – Bill Lutzky, software representative, demonstrated new website features that would be available as upgrades to the current service provided. The feedback from Town employees has been positive. One feature of note would be fillable forms. The one-time upgrade cost would be \$7500, with no increase to the annual fee. The board discussed how best to implement the upgrade.

**c) 8:05pm Public Hearing, National Grid, Poles for listed roads**

*Motion: made by David DeCoste, seconded by Gregg McBride, to reopen the public hearing for poles for listed roads. Unanimous approval.* Two representatives from National Grid, Mr. Glen Valable and Mr. Bill Matthieu, reviewed the placements and reasons for new poles in the following locations:

**1. River Street-** see Mr. Brown's email comments regarding the placement of the two poles, pole 58 and pole 40. He indicates that, in his opinion, there are no issues with placement of either pole. Mr. Hechenbleikner asked that National Grid contact the homeowners. Per Mr. Matthieu, the homeowner who is affected by the installation of pole 58 will grant National Grid an easement to install the pole. The other homeowner at 264 River Street has concerns that pole 40 will be in the middle of his driveway, but is willing to allow the installation.

**2. Central Street** – the homeowner was present at this meeting. The BOS will make it a condition of the installation of the pole at 127 Central Street that National Grid underwrite the entire cost (including stump grinding) of removing the damaged tree to which the electric lines are currently attached.

**3. Main Street** – All pole locations are acceptable to the homeowners/abutters.

The board discussed better methods of communication for this type of activity that impacts both abutters and homeowners. Letters to homeowner/abutters would be more effective than newspaper ads. National Grid bears the expense of notification. The Town will address this communication issue in the near future.

**8:25pm** *Motion: made by David DeCoste, seconded by Tammie Garner, to approve the installation of 2 poles on River Street (40 and 58-with easement by abutter); 2 poles on Main Street (281 and 285); 1 pole (24) on Central Street, with provision that MA Electric pay for the entire removal cost of the damaged tree on abutter's property. Unanimously voted.*

*Motion: made by David DeCoste, seconded by Tammie Garner, to close the public hearing on River Street, Central Street and Main Street. Unanimously voted.*

**d) Donation of Land on Grove Street** – The Conservation Commission voted to accept the donation of a parcel of land on Grove Street, which abuts Wompatuck Park. The park may be accessible from this land. The board discussed options for this land, and the pros and cons of accepting the donation. *Motion: made by David DeCoste, seconded by Tammie Garner, to accept the donation of land on Grove Street, Block 15, lot 34, subject to a title search. Unanimous approval.*

**e) Melanson Heath Audit** – The board discussed using the same firm to conduct the annual audit of the Town vs. changing auditors at this point in time. Per Finance Director Donna Mangan, Melanson Heath has done an outstanding job auditing the town for the last few years, and has currently submitted a competitive proposal for two additional years (2015 and 2016). Mr. Hechenbleikner suggested that retaining the same auditors would be a wise choice due to the need to concentrate on the transition from the former Town Administrator to the new one. Ms. Mangan would like the Town to consider obtaining CAFR certification, which would cost about \$5000. The board discussed a one year vs. two year engagement. *Motion: made by David DeCoste, seconded by Tammie Garner, to retain Melanson Heath as the Town's auditors for a two year engagement. Unanimously voted.*

**f) Vote Order of Taking** – Clapp Brook Road and Birchwood Lane – *Motion: made by David DeCoste, seconded by Tammie Garner, to approve the Order of Taking for Clapp Brook Road and Birchwood Lane. Unanimously voted.* All board members will sign the documents.

**g) Execute Complete Streets Policy** – The policy will be accepted as submitted with one change; to add a Pathways Committee representative to the Steering Committee.

*Motion: made by David DeCoste, seconded by Tammie Garner, to execute the Complete Streets policy as submitted with the above amendment. Unanimously voted.*

**h) Finalizing the Bylaws Review Committee and Zoning Bylaws Review Committee – Motion:** *made by David DeCoste, seconded by Tammie Garner, to adopt the description of the Ad Hoc Bylaws Review Committee and the Ad Hoc Zoning Bylaws Review Committee as submitted. Unanimously voted.*

**i) Accept Recreation Commission Resignation – Motion:** *made by David DeCoste, seconded by Tammie Garner, to regrettably accept the resignation of Patricia Richardson from the Recreation Commission and the CPC. Unanimously voted. Ms. Richardson will continue as a member of the Community Housing Trust*

**j) Execute Forest Street Pathway Contract –** Mr. Hechenbleikner gave an overview of the bids received for this work. The winning bid will leave the Town with about \$100,000 of unspent funds, which could be used to connect to the Main Street Pathwalk. The Board should confirm this option with the CPC.

#### **Licenses and Permits**

##### **Bartending Service of New England One Day License Request – June 13, 2015**

*MOTION: David DeCoste moved that the Board approve a request from Bartending Service of New England, LLC for a one day license to sell wine and malt only for Summer Fest, to be held in Norwell Center on June 13th between the hours of 2:00pm and 8:00pm. Seconded by Tammie Garner and unanimously voted.*

##### **Tinker's Son One Day License Request – June 13, 2015**

*MOTION: David DeCoste moved that the Board approve a request from The Tinker's Son for a one day license to sell all alcohol for Summer Fest, to be held in Norwell Center on June 13th between the hours of 2:00pm and 8:00pm. Seconded by Tammie Garner and unanimously voted. The Police would like to limit the sale of alcohol to 8pm instead of the hour of 10pm requested by The Tinker's Son.*

**Approval of Meeting Minutes –** The following BOS meeting minutes were approved at the Executive Session at 7pm: February 4, 2015. February 11, 2015, February 25, 2015.

Mr. DeCoste thanked the Board for the privilege of serving as a Selectman for three years. Ms. Garner thanked the Board for the chance to serve as a Selectman. Mr. DeCoste will strive to represent the Town of Norwell to the best of his ability as the State Representative.

**9:13pm MOTION:** *made by David DeCoste, seconded by Tammie Garner, to adjourn. Unanimously voted.*

  
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Board of Selectmen

#### **Attachments:**

1. Columbia Gas Rate Hearing request
2. Technology upgrade memo to Matt Keegan
3. Extension request for Phase I inspection of the Jacobs Pond dam

#### **Next Steps:**

1. Communication options for informing utility customers

